

Permit Coordination Meeting

March 13, 2009; 1:30 to 3:00

7th Floor Fasi Municipal Building

DPP - Elizabeth Chinn, Jamie Peterson, Adrian Siu-Li, Bob Bannister, Anthony Ching, Mario Siu-Li

DTS - Jim Hayes, Richard Torres, Mark Garrity, Faith Miyamoto, Judy Aranda

COR - Jesse Souki

Discuss SMA

DPP (mainly Jamie) stated the following:

- There is no need to do SMA for entire project as others have told RTD. The SMA should just cover the project elements that are within the SMA.
- For this project the views are probably the biggest item to consider in the SMA. The other items are probably well covered in the DEIS already.
- RTD could prepare the SMA in segments if RTD prefers, for example, per construction phase.
- SMA permit may not be a critical path item because RTD could start construction outside of the SMA area and get all permits for that part without having the SMA yet.

Identification of the SMA line:

- The SMA line is where it is shown on the GIS map.
- RTD could have a surveyor survey the line and assert where it is and DPP would accept that for permitting purposes.

Discuss potential for preparing a separate environmental document for SMA permit:

- Chapter 25 requires a Chapter 343-*like* environmental document.
- RTD could document all the required SMA information in a separate document if RTD chooses.
- There was general agreement that preparing a separate environmental document would likely not expedite the process.

SMA submittal and review schedule:

- DPP prefers that a project wait until the FEIS is accepted prior to submitting the application.
- SMA regulations state only a DEIS is required for submittal of the application. However, due to the time constraints included in Chapter 25 this is would be difficult to accomplish. In addition, if the project description changes between the Draft and Final EIS, a new application would be needed. DPP would prefer to start their review of the application once the project description is confirmed and no changes are anticipated. DPP

recommended that the application not be submitted until the FEIS has been accepted.

- Generally the SMA process is as follows: 1) application is submitted, 2) DPP responds that it has been accepted application within 10 days of receipt, 3) public hearings take place within 21 to 60 days after SMA application is accepted, 4) DPP forwards recommendation for permit approval to council within 10 days after last public hearing is held, 5) Council has 60 days to act. Note: typically SMA permit request is submitted to the Zoning Committee first, or possibly the Transportation and Planning Committee; then it is approved by full council as a resolution.
- The council action period can be extended by written request from the applicant.
- DPP stated that if RTD submits its application before the FEIS, that the public meetings not be held until after the FEIS has been available to the public for at least 2 weeks.
- DPP emphasized that RTD should be sure that the project within the SMA does not change once RTD submits the application, in order to expedite the review process.

Agreed Action Items for SMA:

- RTD will prepare a letter showing the schedule for the SMA process for the HHCTCP project. The letter should describe the process RTD wants to follow and why RTD believes it will work.
- RTD will propose the next meeting date and time in the letter.
- RTD will include a detailed map illustrating where the project crosses the SMA line.

Other items discussed

RTD needs to keep Anthony Ching aware of all street tree issues.

Action Item: PB to send Anthony what PB sent to Parks and Recreation, including Parks and Recreation's response.

SMA items in Kakaako need to go through Office of Planning. Discuss that that and special district will be handled later, when more design detail for those areas is available.